

REGULAR SESSION

ALLENDALE BOARD OF EDUCATION

May 5, 2020

The Regular Session of the Allendale Board of Education was held via the **ZOOM meeting** platform on Tuesday, May 5, 2020. On motion by Mr. Fliegel and seconded by Mrs. Rosner and carried by roll call vote, the Board reconvened the meeting at 7:05 pm.

The flag salute was led by Mrs. Capano.

Mrs. Engeleit announced that, "The public has been duly informed of this meeting in accordance with Chapter 231 of the Public Laws of 1975 by posting at least 48 hours' prior notice on the District website, bulletin boards in Brookside School and Hillside School and by like 48 hours' prior notice to the Borough Clerk, the designated newspapers, and interested parties requesting such notification."

Roll Call Present: Mrs. Capano, President
 Mrs. Gundersen, Vice President
 Mr. Fliegel
 Dr. Prince
 Mrs. Rosner

Also Present: Dr. Michael Barcadepone, Superintendent, and Mrs. Maria Engeleit,
 Business Administrator/Board Secretary

MEETING OPEN TO THE PUBLIC – AGENDA ITEMS ONLY

Mrs. Capano informed the public of Bylaw 0167 procedures regarding the Open to the Public portion of the meeting, also available on the website.

No further comments or questions.

Meeting closed to the public for comments/questions on Agenda Items.

BOARD PRESIDENT'S COMMENTS

Mrs. Capano welcomed those in attendance via the ZOOM call. Allowing for a few minutes for the public to join the meeting. Mrs. Capano acknowledged Teacher Appreciation Week and the week of festivities to thank the staff that would be taking place in each school. Mrs. Capano wanted to take the opportunity to thank everyone by reading aloud a letter from the Board sent to all staff:

To our Beloved Teachers, Administration and Staff:

On behalf of the Board of Education, it is a privilege to extend this heartfelt message of gratitude for the exceptional work that you all do. We do not applaud you only this week, but every day, because now more than ever we realize that even though our buildings may be closed, school is not. You all collectively have been the glue that have kept our students together the past two months. We have witnessed first-hand all your efforts, your dedication and your sacrifices. It is an honor that our children get to have each and every one of you in their lives as teachers, counselors, coaches, mentors and role models. On this special week, we are mindful of the sacrifice, dedication and love of the profession it takes to be a teacher, administrator, school counselor, nurse, secretary, food service or janitor. We are grateful that our children are the recipients of your collective dedication, compassion and skill set. Now more than ever, we have so much to be thankful for.

- Thank you for choosing to work in an invaluable profession where standards, expectations and challenges are ever changing.
- Thank you for letting us all into your home (literally) and sharing your life and your love of education with us.
- Thank you for conducting zoom birthday parties, making guest appearances at birthday caravans and having virtual lunch dates on zoom so that students still feel special.
- Thank you for thinking out of the box every day to ensure that our standards of excellence continue to be met.
- Thank you for taking the time to ask how your students are, whether it's on zoom, in an email or a phone call, you have no idea how much this means to them.
- Thank you for working longer and harder than ever before, we know you have family responsibilities, yet your commitment remains unwavering.
- Thank you for all your patience and understanding, your calming presence has been invaluable for our students during these unprecedented times.
- Thank you for taking your job as role models so seriously, you are celebrities to many impressionable children and have continued to shine even in the face of such adversity.
- Thank you for all the love and support; it's apparent now more than ever how passionate you are about your job and the students.
- Thank you for your courage and your resilience, we know you are just as brokenhearted as we are, but you continue to save the day.

*Most importantly, thank you for choosing Allendale, we truly are the lucky ones!
With Sincere Appreciation,
The Allendale Board of Education*

SUPERINTENDENT'S REPORT

Dr. Barcadepone reiterated Mrs. Capano's comments, and gave a general thank you to everyone as the District endeavors to provide as much continuity and education as possible under these circumstances. Dr. Barcadepone advised those in the meeting that the District has not received any additional information since the decision by Governor Murphy to keep schools closed through the end of the year. He will share any and all information as soon as the NJDOE and other organizations provide direction. The district will continually assess what will happen as we move towards reopening in September. Dr. Barcadepone expressed pride in being the Allendale Superintendent and the work we are doing on behalf of the students.

Dr. Barcadepone gave the 2020-2021 Budget Presentation with respect to the BOE Goals, the 5 year Strategic Plan, staffing, support and guidance, state mandates for Visual and Performing Arts, and curriculum focus. Mrs. Maria Engeleit, Business Administrator, presented the financial portion of the budget. Questions from the meeting attendees included assessments for moving to the next grade especially Grade 8 to 9; activities for diversity and level of adaptability; tax effect on the residents, total budget number and differences in full budget on the website and those shown on a presentation slide, and feasibility of capital projects, especially the Grade 7 Science Lab. Mrs. Engeleit explained the timeline for budget submittal was back in March prior to the pandemic and as such, some aspects of the planning may change.

A parent made a non-agenda inquiry and was advised there would be an opportunity later in the meeting. The Budget Presentation will be posted on the District website tomorrow.

COMMITTEE REPORTS **BUILDINGS & GROUNDS**

Dr. Prince reported the committee did not meet; no report.

POLICY

Mrs. Engeleit reported the committee did not meet; no report.

FINANCE

Mrs. Rosner reported the committee did not meet; the budget is on tonight's agenda for approval.

EDUCATION

Mrs. Gundersen reported the committee met on April 15 and topics discussed included much of what Dr. Barcadepono reviewed in the Budget. There will be a review of report cards for next school year and a committee will be formed for that purpose.

TECHNOLOGY

Dr. Prince reported the committee did not meet, no report

NEGOTIATIONS

Mr. Fliegel reported discussions with the AEA have occurred with the Superintendent acting as the liaison during the month of April. Both sides are desirous of continuing discussions during this period, and will continue to do so.

MINUTES

On motion by Mrs. Gundersen and seconded by Mrs. Rosner, and carried by roll call vote, the Board approved the following resolution:

Mrs. Capano	YES
Mrs. Gundersen	YES
Dr. Prince	YES
Mrs. Rosner	YES
Mr. Fliegel	ABSTAIN

BE IT RESOLVED, to approve the minutes of the following meeting:

March 26, 2020 Regular Session

PERSONNEL

On motion by Dr. Prince and seconded by Mrs. Rosner, and carried by roll call vote, the Board approved the following resolutions:

BE IT RESOLVED, upon recommendation of the Superintendent, to amend the following resolution originally approved at the January 7, 2020 meeting, at the request of employee #4080, as follows:

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the December 13, 2019 request received from Employee #4080, for a maternity leave of absence effective on or about ~~April 16, 2020~~; April 9, 2020. Employee #4080 anticipates returning to the District for the 2021-2022 school year. It is her intent to utilize a total of 40 sick days. This leave shall be in accordance with the NJ Family Leave Act and the Federal Family and Medical Leave Act.

BE IT RESOLVED, upon recommendation of the Superintendent, to retroactively approve the appointment of Mr. Mario Benitez to cover the maternity leave position of District ESL/Spanish Teacher for no more than ten (10) hours per week at the hourly rate of \$39.83, from April 9, 2020 through April 30, 2020, and

BE IT RESOLVED, upon recommendation of the Superintendent, to retroactively approve the appointment of Mr. Mario Benitez to cover the maternity leave position of District ESL/Spanish Teacher effective May 1, 2020 through June 30, 2020 at the prorated salary of \$55,757, Column A, Step 1, on the Teacher's Salary Guide.

BE IT RESOLVED, upon recommendation of the Superintendent, to retroactively approve a paid medical leave of absence utilizing sick days for employee #4502 effective March 30, 2020, with an anticipated return on or about April 21, 2020.

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the appointment of Ms. Alyssa Spagnuolo to the tenure track position of Grade 6 Science Teacher for the 2020-2021 school year, at a salary of \$55,757, Column A, Step 1, on the Teacher's Salary Guide (subject to the negotiated contract).

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the Allendale Education Association (Tenured and Non-tenured Teachers, CST Staff, Tenured and Non-Tenured Secretaries and Non-tenured Custodians) Contract status for the 2020-2021 school year; and

BE IT FURTHER RESOLVED, upon recommendation of the Superintendent, should a contract settlement not have been reached, to approve issuance of contract letters to staff members informing them of their current 2019-2020 column/step/longevity, to be adjusted pending contract settlement.

BE IT RESOLVED, upon recommendation of the Superintendent, to amend the resolution to the September 25, 2019 request received from Employee # 4582, for a maternity leave of absence with the actual date of leave as follows:

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the September 25, 2019 request received from Employee # 4582, for a maternity leave of absence effective on or about March 9, 2020; employee anticipates returning to the District in early May, 2020 (date to be confirmed) May 18, 2020. It is her intent to utilize a total of 10 sick days (or what she has remaining in her bank at that time). This leave shall be in accordance with the NJ Family Leave Act and the Federal Family and Medical Leave Act.

BE IT RESOLVED, upon recommendation of the Superintendent, to amend the following resolution originally approved at the February 12, 2020 meeting:

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the appointment of Mrs. Jessica Lintner to the maternity leave position, from March 9, through ~~May 1, 2020~~, May 16, 2020, at a contractual prorated salary of \$55,757, Column A, Step 1, on the Teachers' Salary Guide.

BE IT RESOLVED, upon recommendation of the Superintendent, to accept the April 22, 2020 letter of resignation received from Sarah Jung, Brookside School Teacher, effective June 30, 2020.

BE IT RESOLVED, upon recommendation of the Superintendent, to accept with regret the letter of intent to retire received from Mr. Charles Mataski, Custodian, effective July 1, 2020. Mr. Mataski will have completed his 20th year in the District at the end of the 2019-2020 school year.

BE IT RESOLVED, upon recommendation of the Superintendent, to accept the May 3, 2020 letter of resignation received from Crissy Wang, District Behaviorist, effective June 30, 2020.

EDUCATION

On motion by Dr. Prince and seconded by Mrs. Gundersen, and carried by roll call vote, the Board approved the following resolution:

WHEREAS, in response to the COVID-19 pandemic, the Governor has declared a state of emergency and a public health emergency, and ordered all schools closed for in-person instruction; and

WHEREAS, in response to the COVID-19 pandemic, the Legislature has revised N.J.S.A. 18A:7F-9 to permit the use of virtual and/or remote instruction to establish compliance with the 180 school day requirement during a public health emergency, subject to Board approval of a virtual [or remote] instruction program;

NOW THEREFORE, BE IT RESOLVED that the Board hereby approves the District's program of virtual and/or remote instruction to meet the 180 school day requirement, which was previously submitted to the Department of Education on March 12, 2020, revised on March 24, 2020, and implemented since the District's closure Monday, March 16, 2020.

SPECIAL EDUCATION

On motion by Mrs. Gundersen, and seconded by Dr. Prince, and carried by roll call vote, the Board approved the following resolution:

BE IT RESOLVED, by the Allendale Board of Education (hereinafter referred to as the "Board") that the terms, stipulations and conditions as established in the Settlement Agreement and Release (hereinafter referred to as "Agreement") between the Board and the Parents of a student whose name is on file in the Superintendent's office, and which Agreement is located in the student's file, are hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Settlement Agreement and Release, and any other documents necessary to effectuate the settlement.

BE IT RESOLVED, to approve the Shared Services Agreement for 2020 Summer Extended School Year (ESY) Program with Ho Ho Kus Board of Education and Upper Saddle River Board of Education, from March 16, 2020 to March 16, 2023; all records and documents maintained or utilized pursuant to the terms of the Agreement shall be available and open to public inspection during normal business hours at the Board Office of each member District.

BE IT RESOLVED, to retroactively approve payment to School Based Therapy Services, District OT provider, for Occupational Therapy services for Hillside Student X001920, effective April 8, 2020, 1 x 30 minutes per week, at the rate of \$47.50/session, as recommended by the 504 Committee.

BUSINESS OFFICE/FINANCE

On motion by Mrs. Rosner, and seconded by Mrs. Gundersen, and carried by roll call vote, the Board approved the following resolutions:

BE IT RESOLVED, to approve the Report of the Secretary to the Board of Education for the month of March 2020, as per Business Attachment I.

BE IT RESOLVED, to approve the Report of the Treasurer for the month of March 2020, as per Business Attachment II.

BE IT RESOLVED, to approve the Bill Lists dated April 20, 2020 in the amount of \$441,776.46, and dated May 5, 2020 in the amount of \$30,918.85, as per Business Attachment III.

BE IT RESOLVED, to approve the Food Services Bill List dated May 5, 2020, in the amount of \$29,962.37, as per Business Attachment IIIA.

BE IT RESOLVED, to approve the budgetary transfers for the month of March 2020, as per Business Attachment IV.

BE IT RESOLVED as per N.J.A.C. 6A:23A-16.10(c)4, A district board of education, after review of the school business administrator/board secretary's and treasurer's monthly financial reports and upon consultation with the appropriate school district school officials hereby certifies that no fund has been over expended and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

BE IT RESOLVED, to approve the following:

WHEREAS, the Allendale Board of Education advertised for bids for a combined project that included Interior Office Renovations at the Brookside Middle School as well as New Toilet Room & Storage at Hillside Elementary School ("Project"); and

WHEREAS, on April 17, 2020, the Board received two bids for the Project; and

WHEREAS, the base bids submitted for the Project by Tri-Plex Industries, Inc. (\$347,000) and Northeastern Interior Services, LLC (\$479,000) are substantially in excess of the cost estimates prepared by the Architect for the Project; and

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby rejects the bid received for the Project pursuant to N.J.S.A. 18A:18A-22(a), as the bids substantially exceeds the cost estimate and, as such, are unreasonable as to price on the basis of the Architect's cost estimate prepared on behalf of the Board.

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is hereby authorized to re-advertise the Project, in the best interests of the School District.

BE IT RESOLVED, to approve the following:

WHEREAS, the Allendale Board of Education advertised for bids for a project for the Fire Alarm and PA System at Brookside Middle School ("Project"); and

WHEREAS, on April 17, 2020, the Board received two bids for the Project; and

WHEREAS, Belacon, LLC submitted the lowest responsible bid for the Project, with a base bid in the amount of \$537,500, with Add Alternate No. 1.1 in the amount of \$24,000, for a total of \$561,000, which is responsive in all material respects; and

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby awards the contract for the Project to Belacon, LLC, in the amount of \$537,500, with Add Alternate No. 1.1 in the amount of \$24,000, for a total contract amount of \$561,000; and

BE IT FURTHER RESOLVED that this award is expressly conditioned upon the successful contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the project specifications, together with an AA201-Project Manning Report, an executed an executed A-101-Standard Form of Agreement Between Owner and Contractor and an executed A-201-General Conditions of the Contract for Construction, as prepared by the Board Attorney and/or Architect, within ten days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney and/or Architect are hereby directed to prepare the contract with the successful bidder and the Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

BE IT RESOLVED, to approve Change Order #1 to the contract with Pravco, Inc. for the Brookside School Roof Replacement Project for all repairs to the asphalt walkway damaged during the contract execution for a total of \$14,845, and for the remaining allowance for a total of \$50,000, for a total deduct of \$64,845, as per Business Attachment VI.

BE IT RESOLVED, to approve the following:

WHEREAS, the 2020/2021 Budget has been reviewed and approved by the Bergen County office of the Department of Education, appropriately advertised, and presented at a Public Hearing on May 5, 2020; now

BE IT RESOLVED, that the Allendale Board of Education, County of Bergen, approves the 2020/2021 School Year Budget as follows:

General Current Expense (Fund 11)	\$17,838,278
Capital Outlay (Fund 12)	1,338,393
TOTAL GENERAL FUND	\$19,176,671
Special Revenue (Fund 20)	184,465
Debt Service (Fund 40)	430,035
TOTAL EXPENDITURES/APPROPRIATIONS	\$19,791,171

BE IT FURTHER RESOLVED that this budget includes in its General Fund revenues, the use of Maintenance Reserve, in the amount of \$125,000, and the use of Capital Reserve in the amount of \$560,000,

WHEREAS 6A:23A-7.3 provides that the Board of Education shall establish in its annual school budget a maximum travel expenditure; an amount that may be allotted for such, which is \$20,150, and

BE IT FURTHER RESOLVED the Allendale Board of Education established a 2019/2020 maximum travel budget of \$22,635, with an amount spent as of February 1, 2020 of \$5318; now

BE IT FINALLY RESOLVED, that the GENERAL FUND tax levy of \$16,110,363 and DEBT SERVICE tax levy \$302,616 be approved to support the 2020/2021 school year budget.

BE IT RESOLVED, to approve the lease purchase financing for the purchase of Promethean Titanium ActivPanels, accessories and installation, quoted through the Hunterdon County Educational Services Commission and opened on April 29, 2020; with 1 (one) respondent, US Bancorp Government Leasing and Financing, Inc., with a rate of 1.919% for a 60 day lock, and 1.943% for 90 day lock for a 4 (four) year term.

BE IT RESOLVED, to approve the purchase of Promethean Titanium ActivPanels, accessories and installation from Keyboard Consultants, located at 6 Kingsbridge Rd., Fairfield, NJ; under the HCESC Co-Op, NJ State Approved #34HUNCCP, Interactive Technology for Classrooms and Meeting Rooms, #HCESC-CAT 19-06 April 10, 2019 to April 9, 2021, in the amount of \$197,117.60 for Brookside School and \$134,214.00 at Hillside School, for a total purchase of \$331,331.60.

BUILDINGS & GROUNDS

On motion by Dr. Prince, and seconded by Mrs. Gundersen, and carried by roll call vote, the Board approved the following resolution:

BE IT RESOLVED that the Allendale Board of Education authorizes Settembrino Architects to submit the following capital improvement projects to the New Jersey Department of Education for review and approval:

SCHOOL	NJDOE PROJECT NUMBER	PROJECTS
Hillside Elementary	0040-020-20-1000	New toilet at classroom
Brookside Middle	0040-010-20-2000	Fire Alarm System Upgrades
Brookside Middle	0040-020-20-1000	Renovations to existing office space

These are other capital projects. The district is not seeking any state funding for these projects.

WHEREAS, 2 (two) quotes were solicited to repair the walkway along the fifth grade hallway at Brookside School damaged by Pravco, Inc. during the roof replacement project in the Summer of 2019, with D&L Paving Contractors, Inc. of 681 Franklin Avenue, Nutley, NJ submitting the lower quote;

NOW THEREFORE BE IT RESOLVED to approve D&L Paving Contractors, Inc. to complete the repair of said walkway in the amount of \$14,845.

MEETING OPEN TO THE PUBLIC – NON AGENDA ITEMS

Mrs. Capano informed the public of Bylaw 0167 procedures regarding the Open to the Public portion of the meeting, also available on the website.

A parent inquired about refunds for field trips monies paid. Mrs. Engeleit advised that there will be refunds but will be a slow process; staff is working on getting deposits back from destinations.

No further questions or comments

NEW BUSINESS

2019-2020 District Calendar – Discussion among the Board members concerning what would most benefit the students, staff and parents during this unprecedented and stressful time in utilizing the three unused emergency days in the calendar to either continue 4 day learning weeks or end the school year early.

On motion by Mr. Fliegel, and seconded by Mrs. Rosner, and carried by roll call vote, the Board approved the following resolution:

BE IT RESOLVED, to approve changes to the 2019-2020 District Calendar allocating the three unused emergency days to close the District on Friday, May 8th, 15th, and 22nd, 2020.

ADJOURNMENT

On motion by Dr. Prince, and seconded by Mrs. Gundersen, and unanimously carried by voice vote, the Board adjourned the meeting at 9:00 pm.

Respectfully submitted,

Mrs. Maria Engeleit
Business Administrator/Board Secretary